

Checklist 15 - Bushfire Management Overlay **MUST be read in conjunction with:**

<http://www.ballarat.vic.gov.au/building-and-planning/statutory-planning/overlays/bushfire-management-overlay.aspx>

| For all planning applications the following <u>MUST</u> be provided: | |
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| <input type="checkbox"/> | 3 copies of the application form completed and signed |
| <input type="checkbox"/> | 3 full current copies of Title for the land, including the map showing current ownership details, title plan and a full copy of any registered covenants, restrictions or Section 173 Agreements that apply to the land. (The Copy of Title must be clearly legible and no older than 30 days.) |
| <input type="checkbox"/> | The prescribed application fee |
| <input type="checkbox"/> | 3 copies of fully completed Bushfire Management Statement (see DPCD template) including: |
| <input type="checkbox"/> | 3 copies of a locality and site description:- |
| <input type="checkbox"/> | Attachment 1 that accurately describes: <ul style="list-style-type: none"> - the site shape, dimensions, size, orientation and contours - existing use and siting of buildings or works on the land - existing access arrangements - existing vegetation types, condition and coverage - any other feature or constraints of site relating to bushfire hazard - north point - legend/key - scale |
| <input type="checkbox"/> | Attachment 2 that includes: <ul style="list-style-type: none"> - existing land uses - access to infrastructure - existing road networks - the landscape, including any major landscape features, significant vegetation and topography - any other features or characteristics in the area relevant to bushfire hazard - north point - legend/key - scale |
| For subdivision applications the following must be completed: | |
| <input type="checkbox"/> | General requirements for subdivision (BF1) |
| <input type="checkbox"/> | Subdivision requirements for residential lots (BF2) |
| <input type="checkbox"/> | Location objective (BF3) |
| <input type="checkbox"/> | Siting and layout objective (BF4) :- |
| <input type="checkbox"/> | Bushfire protection measures (BF5) |

| For Buildings and Works associated with a dwelling complete: | | |
|---|--|---|
| <input type="checkbox"/> | | Location objective (BF3) |
| <input type="checkbox"/> | | Siting and layout objective (BF4) :- |
| <input type="checkbox"/> | | Bushfire protection measures (BF5) |
| <input type="checkbox"/> | | Defendable space for dwellings and dependent person's units (BF6.1, 6.2 and if appropriate 6.3) |
| <input type="checkbox"/> | | Defendable space location (BF9) |
| <input type="checkbox"/> | | Water supply and access (BF 10) |
| For Buildings and Works associated with industry, office, retail and other occupied buildings: | | |
| <input type="checkbox"/> | | Location objective (BF3) |
| <input type="checkbox"/> | | Siting and layout objective (BF4) :- |
| <input type="checkbox"/> | | Bushfire protection measures (BF5) |
| <input type="checkbox"/> | | Defendable space for industry, office and retail premises (BF7.1 and 7.2, if appropriate) |
| <input type="checkbox"/> | | Defendable space and construction for other occupied buildings (BF8.1 and 8.2, if appropriate) |
| <input type="checkbox"/> | | Defendable space location (BF9) |
| <input type="checkbox"/> | | Water supply and access (BF 10) |

Seeking Advice Before You Apply

Different types of planning advice are available prior to lodging a planning application, depending on the nature, scale and complexity of the application:

- Telephone advice from a Statutory Planner – between the hours 8.15am and 5pm Mon – Fri – contact 5320 5107.
- Verbal advice in person can be provided by a Statutory Planning Counter duty officer. To make an appointment telephone 5320 5107 or simply visit the Planning Counter, Phoenix Building, Armstrong Street South – between the hours of 8.30am and 5pm Monday – Friday.
- **Pre-Application Meeting** with a Statutory Planning Coordinator at Council's Phoenix Building. Pre-Application meetings are held on Tuesday and Thursday afternoons at Council's Phoenix Building. Simply telephone Statutory Planning on 5320 5640 and the booking can be made over the phone. A Pre-Application meeting can only be booked if you have concept plans of your proposal.
- **Heritage-only Pre-Application Meeting** – Meetings with Council's Heritage Advisor are scheduled on Wednesdays between 1pm and 5pm and Thursdays between 9am and 5pm. Contact Statutory Planning on 5320 5640 and the booking can be made over the phone.

Electronic Lodgement Service

eServices is Council's electronic lodgement service. This service allows customers to lodge planning permit applications via the internet. To access this service please go to the [Payments](#) section at www.ballarat.vic.gov.au and follow the links.

General Enquiries

If you have any further enquiries please contact Council's Customer Service Department on ph: (03) 5320 5500 or visit the Phoenix Building, 25 Armstrong Street South, Ballarat between 8:30am to 5:00pm, Monday to Friday.